

# Wisconsin Department of Regulation & Licensing

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## DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

### CHARITABLE ORGANIZATION ANNUAL REPORT

PLEASE TYPE OR PRINT IN INK		ACCOUNTING PERIOD DATE Beginning _____ Ending _____	
NAME OF ORGANIZATION		WISCONSIN REGISTRATION NUMBER	
ADDRESS (NUMBER AND STREET) OR P.O. BOX		FEDERAL EMPLOYER I.D. NUMBER	
CITY OR TOWN, STATE, ZIP CODE		ORGANIZATION'S DAYTIME PHONE NUMBER ( )	
INDICATE ORGANIZATION TYPE <input type="checkbox"/> Civic & Social Action <input type="checkbox"/> Health Services <input type="checkbox"/> Culture <input type="checkbox"/> Education & Research <input type="checkbox"/> Human Services <input type="checkbox"/> Other		ACCOUNTING METHOD <input type="checkbox"/> Cash <input type="checkbox"/> Other (Specify) <input type="checkbox"/> Accrual	

### PART I STATEMENT OF REVENUE

### TOTAL

1. Contribution, gifts, grants & similar amounts received			
a. Direct public support .....	1a		
b. Indirect public support .....	1b		
c. Total Public Support (add lines 1a and 1b) .....		1c	
2. Government grants .....		2	
3. Program service revenue .....		3	
4. Membership dues and assessments .....		4	
5. Interest on savings and temporary cash investments .....		5	
6. Dividends and interest from securities .....		6	
7. a. Gross rent .....	7a		
b. Less: rental expenses .....	7b		
c. Net rental income (loss) (line 7a less line 7b) .....		7c	
8. Other investment income (attach schedule) .....		8	
9. Capital gains:			
a. Gross amount from sales of assets other than inventory .....	9a		
b. Less: cost or other basis and sales expenses .....	9b		
c. Gain (loss) (line 9a less line 9b) (attach schedule) .....		9c	
10. Special fund-raising events and activities (attach schedule)			
a. Gross revenue (not including \$ _____) of contributions reported on line 1a .....	10a		
b. Less: direct expenses .....	10b		
c. Net income (line 10a less line 10b) .....		10c	
11. a. Gross sales less returns and allowances .....	11a		
b. Less: cost of goods sold .....	11b		
c. Gross profit (loss) line 11a less line 11b) (attach schedule) .....		11c	
12. Other Revenue (attach schedule) .....		12	
13. Total Revenue (add lines 1c, 2, 3, 4, 5, 6, 7c, 8, 9c, 10c, 11c and 12) .....		13	

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<b>PART II STATEMENT OF FUNCTIONAL EXPENSES</b> <b>Do not include amounts reported on</b> <b>7b, 9b, 10b or 11b</b>	(A)	(b)	(c)	(d)
	Total	Program Services	Management & General	Fund-raising
14. Grants and allocations (attach schedule)			//////////	//////////
15. Specific assistant to individual (attach schedule)			//////////	//////////
16a. Benefits paid to or for members (attach schedule)			//////////	//////////
16b. Payments to affiliates (attach schedule)		//////////	//////////	//////////
17. Compensation of officers, directors, etc. ....				
18. Other salaries and wages .....				
19. Pension plan contributions .....				
20. Other employee benefits .....				
21. Payroll taxes .....				
22. Professional fund-raising fees .....		//////////	//////////	
23. Accounting fees .....				
24. Legal fees .....				
25. Supplies .....				
26. Telephone .....				
27. Postage and shipping .....				
28. Occupancy .....				
29. Equipment rental and maintenance .....				
30. Printing and publications .....				
31. Travel .....				
32. Conferences, conventions, and meetings .....				
33. Interest .....				
34. Depreciation, depletion, etc. (attach schedule)				
35. Other expenses (itemize) .....				
a. ....				
b. ....				
c. ....				
d. ....				
e. ....				
f. ....				
36a. Total Functional Expenses (add lines 14 through 35)				

## EXCESS OR DEFICIT REVENUE

36b. Total Revenue (line 13) less Total Functional Expenses (line 36A) .....	36b	
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PART III BALANCE SHEETS		Beginning of Year	End of Year
Note: Where required, attach schedules.			
<b>ASSETS</b>			
37. Cash -- noninterest bearing .....			37
38. Savings and temporary cash investments .....			38
39. a. Accounts receivable .....	39a		
b. Less: allowance for doubtful accounts .....	39b		39c
40. a. Pledges receivable .....	40a		
b. Less: allowance for doubtful accounts .....	40b		40c
41. Grants receivable .....			41
42. Receivables due from officers, directors, trustees and principal salaried employees (attach schedule) .....			42
43. a. Other notes and loans receivable .....	43a		
b. Less: allowance for doubtful accounts .....	43b		43c
44. Inventories for sale or use .....			44
45. Prepaid expenses and deferred charges .....			45
46. Investments--securities (attach schedule) .....			46
47. a. Investments--land, bldgs & equip: basis .....	47a		
b. Less: accumulated depreciation (attach sched) ....	47b		47c
48. Investments--other (attach schedule) .....			48
49. a. Land, buildings and equipment: basis .....	49a		
b. Less: accumulated depreciation (attach sched) ....	49b		49c
50. Other assets (describe: _____) .....			50
51a. Total assets (add lines 37 through 50)			51a
51b. Other changes in net assets		///////// /////////	51b
<b>LIABILITIES</b>			
52. Accounts payable and accrued expenses .....			52
53. Grants payable .....			53
54. Support and revenue designated for future periods .....			54
55. Loans from officers, directors, trustees, and key employees (attach schedule) .....			55
56. Mortgages and other notes payable (attach schedule) .....			56
57. Other liabilities (describe: _____) .....			57
58. Total liabilities (add lines 52 through 57)			58
59. Net Worth: Total assets (line 51) minus Total liabilities (line 58)			59

**PLEASE TYPE OR PRINT IN INK**

NAME OF INDIVIDUAL TO CONTACT REGARDING INFORMATION ON THIS FORM	DAYTIME TELEPHONE NUMBER ( )
ADDRESS (NUMBER AND STREET)	
CITY OR TOWN, STATE, ZIP CODE	

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ADDITIONAL QUESTIONS	YES	NO
60. Did your organization receive contributions over <b>\$100,000</b> during the fiscal year? If so, you <b>must file an audited financial statement and the opinion of an independent certified public accountant</b> on the financial statement.		
61. Have you <b>attached a list</b> of all officers, directors, trustees and the principal salaried employees? Include their name, address, title, and the date their term ends. <b>Compensation must be clearly stated.</b>		
62. Have you attached all schedules as required on lines 8, 9c, 10, 11c, 12, 14, 15, 16, 34, 42, 46, 48, 49b, 55, and 56?		
63. For solicitation in Wisconsin, did your organization use a professional fund-raiser or fund-raising counsel or did your organization pay a person to solicit contributions, other than a salaried officer or employee of your organization? If yes, indicate name and address.		
64. Has there been a <b>name change</b> of the organization, <b>change of address</b> of the principal office or any branch office located in Wisconsin, <b>change in the accounting period</b> , change in the names of the persons within the organization who have final authority for custody or final distribution of contributions, or change in the articles, by-laws or statement of purpose? If yes, and not already submitted within 30 days, as required, give changes and attach document. <b>If a corporation, and the name has changed, you must attach a copy of the name change amendment.</b>		
65. Is your organization authorized by any other governmental authority to solicit contributions? If yes, provide name and address of governmental authority.		
66. Has your organization ever had its authority to solicit contributions denied, suspended, revoked or enjoined by a court or other governmental authority? If yes, attach an explanation.		
67. Do you intend to accumulate an increasing surplus in net worth, rather than spend current revenue on the organization's stated purpose? If yes, attach an explanation.		
68. Did the organization make a grant, award, or contribution to any organization in which any of its officers or directors hold an interest; or was it a party to any transaction in which any of its directors, trustees or officers has a material financial interest; or did any officer or director receive anything of value not reported above as compensation? If yes to any of the above, attach an explanation.		
69. Does your organization solicit contributions under any name other than the name listed in the first blank space on page 1? If yes, list here any additional name(s).		

DESCRIBE THE CHARITABLE PURPOSE OR PURPOSES FOR WHICH CONTRIBUTIONS WILL BE USED OR ATTACH A DOCUMENT WHICH PROVIDES SUCH INFORMATION.

## CERTIFICATION - TWO DIFFERENT SIGNATURES ARE REQUIRED BY LAW

We swear and affirm that we have reviewed this report, including the accompanying schedules and statements, and to the best of our knowledge the information furnished is true, correct and complete.

Date	Title	Signature of President or Authorized Officer
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Date	Title	Signature of Chief Fiscal Officer
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